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Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: 20 June 1952

FROM :

SUBJECT: Weekly Report 12 - 19 June 1952

1. [] began his series of lectures on geography over at [] this week. I went over for the first one and both from that visit and the reports of teachers and students on later ones, I gather that the course is proving most enjoyable.

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2. I have made further efforts this week to procure clerical instructors or to put cases in process.

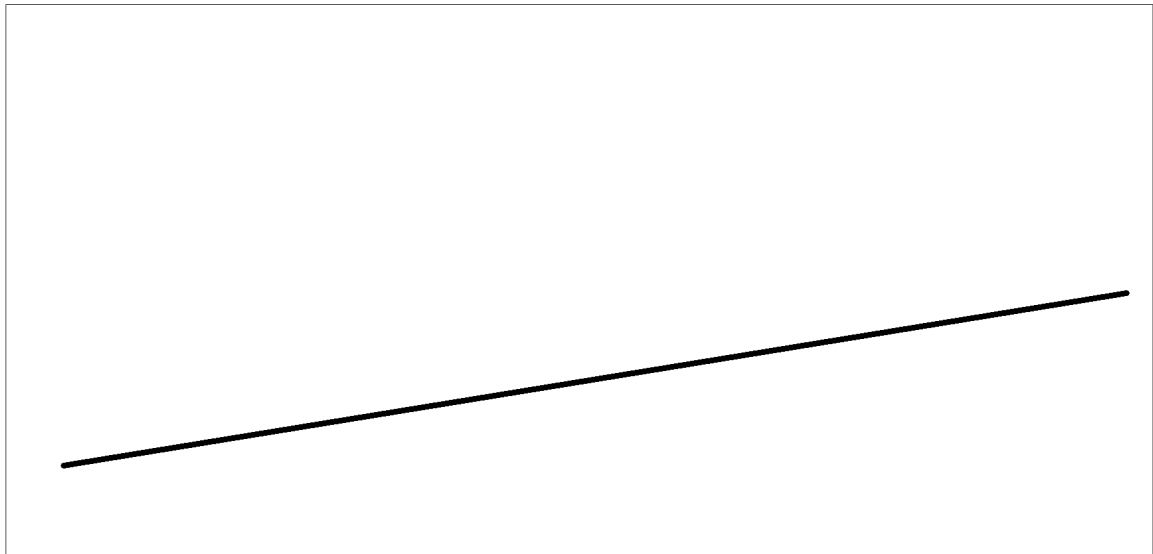
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3. [] is on leave this week and [] was out on sick leave for two days, so I helped cover the phone in Alcott C during part of that time.

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4. [] is doing a fine job of assuming the responsibility for administrative details in the Induction Training program. She works well with people, has a knack for watching details without letting them become burdensome, and shows an ability to anticipate and circumvent problems.



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25 YEAR RE-REVIEW